



TARIFF AND TRADE
AFFAIRS DIRECTORATE

NG0005E1
(Annexes)

Brussels, 17 February 1999.

REPORT OF THE MEETING OF THE DRAFTING GROUP

ON HS AUDIO-VISUAL TRAINING MATERIALS

1. Following the recommendation of the HS Committee (22nd Session) that the project on HS Audio-Visual Training Materials should be pursued in principle, the Policy Commission (40th Session, December 1998) considered the question and agreed that Finance Committee should be invited to :
 - conduct a detailed cost/sales analysis in April 1999, on the basis of further data to be supplied by the Secretariat and taking into account the outcome of approaches which had already been made to Sweden for the use of its "Harmonizer" CD-ROM at the least possible cost to the Organization; and
 - in the light of that analysis and the WCO's overall budgetary situation, make recommendations to the Policy Commission and the Council as to whether the development of these training materials should proceed as proposed.
2. In order to prepare a working document for the consideration by the Finance Committee, a meeting of a Drafting Group (recommended by the HS Audio-Visual Working Group; see paragraph 24 of Doc. 42.495) consisting of representatives of China, Germany, The Netherlands, The United Kingdom, Sweden and the Secretariat, was convened at the Headquarters of the World Customs Organization from 15 to 17 February 1999. The list of participants is set out at Annex II.
3. The Drafting Group examined the possible development of a CD-ROM based on the Swedish "Harmonizer" (the list of points considered is at Annex I).

Possible options

4. The Drafting Group considered the following two basic options to proceed with the work :
 - (i) WCO to endorse the Swedish CD-ROM with minimum changes of content;
 - (ii) Develop a new WCO CD-ROM on the basis of the Swedish product (Harmonizer).

The Swedish representative indicated that an Internet version of the "Harmonizer" was under development and that its future maintenance should also be taken into account. He also stressed the need for an early decision by the WCO on the question of making use of the Swedish "Harmonizer" for developing the WCO product. He added that the Swedish Administration was receiving enquiries from other administrations for purchase of the "Harmonizer" and that the marketing of the Swedish product was being kept in abeyance pending the WCO decision. The Swedish Administration would, however, maintain its commitments under contracts with the Danish, Irish, UK and Latvian Administrations for the continued supply of the "Harmonizer" or the WCO modified product.

5. The Drafting Group considered that development of a new WCO product would necessitate many steps in the production process as indicated in the list of points considered (see Annex I. It would involve participation of experts at various stages spread over a long period of time. It was also difficult to obtain precise estimates in terms of expenditure and market potential. Under the circumstances the best option for the time being was to validate the Swedish "Harmonizer" and endorse it as a WCO product after making the minimum changes necessary. It was, however, noted that the WCO had to be satisfied about the accuracy of the information contained in the CD-ROM. This would also limit the cost of production (conversion of "Harmonizer" to a WCO product) to the minimum and would alleviate the marketing concerns. The Drafting Group considered the further course of action on this basis and arrived at the following conclusions.

Time-frame

6. It was recognized that a final decision by the WCO Council on the project would be available only by June 1999. In the meanwhile the following steps will be completed :
 - (i) Members of the Drafting Group (China, Germany, The Netherlands, The United Kingdom and Sweden) will undertake a review of the content and presentation of the Harmonizer in consultation with the trade and send their comments to the WCO Secretariat within one month (end of March 1999).
 - (ii) The WCO Secretariat will undertake its own review of the contents for their accuracy and essential modifications/additions needed in the script and presentation (by end of March 1999).
 - (iii) The WCO Secretariat should send its consolidated comments, taking into account the comments received from the Drafting Group members to the Swedish Administration (by April 1999).
 - (iv) The Swedish Administration will incorporate the modifications requested by the WCO Secretariat (by June 1999).

- (v) Bilateral consultations will take place between the Swedish Administration and the WCO Secretariat regarding reimbursement of costs and marketing strategy (March-June 1999).
7. The above time-frame assumes that the Finance Committee (April 1999), HS Committee (May 1999), Policy Commission and the Council (June 1999) will approve the project. The production and marketing of the WCO CD-ROM will be undertaken in July 1999.

Internet version

8. It was agreed that the Internet version of the Harmonizer should also be modified in the same way (contents) as the CD-ROM. The responsibility for its updating and maintenance of contents should be with the WCO. However, it could make use of the Swedish expertise for that purpose under terms and conditions to be agreed upon on a bilateral basis.

Costs

9. The Swedish Administration will furnish the estimated cost of conversion of "Harmonizer" to the WCO Secretariat as soon as possible. This would include the following costs:
- (i) Cost of incorporating the changes (English version) requested by the WCO;
 - (ii) Cost of making the French version (including translation of script);
 - (iii) Cost of printing copies (cost per unit)- single language version
 - (iv) Cost of printing copies – dual language version (English and French);
 - (v) Cost of incorporating WCO changes in the Internet version;
 - (vi) Cost of maintenance of the Internet version (cost per year).

Future revision

10. It was recognized that the Swedish "Harmonizer" was intended to impart basic training and that a future revision should take into account middle and advance level training requirements. It was therefore felt appropriate to undertake a thorough review of "Harmonizer" as soon as possible for developing a new WCO product. It should also take into account the feedback from users of the "Harmonizer" converted WCO product. The production and release of the new version should coincide with the implementation of the year 2002/HS amendments (1 January 2002).

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ANNEX I

AGENDA FOR THE MEETING OF THE DRAFTING GROUP
ON HS AUDIO-VISUAL TRAINING MATERIALS

(15-17 February 1999)

Points for discussion

- I. Audience of the training CD-ROM
- II. Content (nature of materials to be included)
- III. Review of the script (and audio-visual materials) of "Harmonizer" and selection of materials for inclusion in the WCO CD-ROM
- IV. Modification of the script (content, method of preparation)
- V. Method of preparing visual materials
- VI. Identification of various stages of production and time-frame for each stage
- VII. Method of production
 - (a) Participants
 - (b) Contribution of administrations
 - (c) Review of contents and approval
 - (d) Technical support (data input, visuals, videos)
 - (e) Printing copies
- VIII. Role of the WCO Secretariat
- IX. Preparation of "Project Plan"

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ANNEX II

LIST OF PARTICIPANTS

CHINA

Mr. Feng GU
First Secretary
Chinese Embassy

GERMANY

Mr. Joachim Fey
Bunderministerium der Finanzen

NETHERLANDS

Mr. A.G.W. VAN DIJK
Representative of the Tax and Customs Administration

SWEDEN

Mr. Jan JANSON
Head of Training

Mrs. Annbrit BERGENDAHL
Director of Customs

Mr. Jan LINDEVALL
Training Specialist

UNITED KINGDOM

Mr. Paul MERCER
H.M. Customs Training Division

SECRETARIAT

TARIFF AND TRADE AFFAIRS DIRECTORATE

DIRECTOR

Mr. H. KAPPLER

NOMENCLATURE AND CLASSIFICATION SUB-DIRECTORATE

Annex II to
Doc. NG0005E1

DEPUTY DIRECTOR

Mr. T. NAGASE

CONSULTANT

Mr. N. SASIDHARAN

TECHNICAL ATTACHE

Mr. M.H. LEE
